CDF Fire Alarm Procedure
(This is a Safety Procedure)

This procedure outlines the steps to be taken by the CDF Alarm Coordinator in the event of a Fire Alarm within the CDF Complex.

Approvals:

(CDF Department Head)	(Date)

(Research Division Head)	(Date)

(Accelerator Division Head)	(Date)

1.0   Controlled Copies of this procedure.

Four controlled copies of this procedure will exist in the following locations:

1. CDF Control Room in the CDF Assembly Building
2. RD / CDF Department Office
3. Research Division Office
4. Accelerator Division Office

In addition, one copy of section 2.0 of this document will be in the CDF Control Room in an operator's aid called " CDF Alarms Response Handbook ".

All other copies will be marked, " INFORMATIONAL COPY ONLY "

2.0   The Procedure.

  The CDF Alarm Coordinator defined in the current version of the CDF Conduct of Operations Outline will execute the procedure defined on the next three pages:

CDF FIRE PROCEDURE

WARNING: EXIT the Building if you feel at risk.

IN THE EVENT OF A FIRE EMERGENCY IN THE CDF COMPLEX, THE CDF ALARM COORDINATOR SHALL:

1. IF NO ALARM IS SOUNDING, ACTIVATE A MANUAL PULL STATION
Note that there is only one Fire Alarm and it sounds throughout all the areas

2. EVALUATE SAFETY OF CONTROL ROOM COMMAND POST
If you see or smell smoke,
proceed to the **West Entrance Command Post**
and continue with step 4 below.

3. SILENCE THE CONTROL ROOM LOCAL ALARM
The silence switch is located on the north wall at the west exit from
the control room towards the elevator.

4. DETERMINE ZONE IN ALARM

5. DIAL 3131 TO VERIFY ALARM
Follow the standard procedure for reporting a fire alarm and
provide any additional information available.

6. AS INDICATED, FOLLOW:

FIRE PROCEDURE F-1 (Assembly Building)

OR
FIRE PROCEDURE F-2 (Collision Hall zone
when the 1200 ton shield door is closed)
OR
FIRE PROCEDURE F-3   (Collision Hall zone

**when the 1200 ton shield door
is open to the Assembly Building)**

CDF FIRE PROCEDURE F-1
ASSEMBLY BUILDING, LABS, OFFICES, OR COUNTING ROOMS

WARNING: EXIT the Building if you feel at risk.

1. **INVESTIGATE THE ALARM WITHOUT EXPOSING PERSONNEL TO HAZARDS**
   Avoid smoke exposure.
   Do not enter the deep pit.
   The Alarm Coordinator and all available qualified shift personnel attempt
        (The two man rule is always in effect)
   If you see or smell smoke or fire, or feel excessive heat, the

   **Everyone must be at the West Entrance Command Post
        within 5 minutes.**

<u>IF THE ALARM IS VALID, THEN:</u>

2. **TAKE SHUTDOWN ACTIONS AT THE WEST COMMAND POST**
   As appropriate for the situation, execute
           - counting room power shutdowns
           - full CDF detector power shutdown
           - flammable gas shutdown
           - solenoid power shutdown

3. **DIAL 3131 TO PROVIDE AN ACCURATE LOCATION OF THE FIRE**

4. **ACTIVATE SMOKE EJECTION.**

5. **COORDINATE WITH FIRE DEPARTMENT AT THE WEST ENTRANCE COMMAND POST**
   Inform arriving emergency response team of the situation and
   Transfer authority for the situation to the emergency response
           team and remain at the command post to assist as required.

6. **NOTIFY PERSONNEL ON THE CDF NOTIFICATION CALL LIST**

CDF FIRE PROCEDURE F-2
COLLISION HALL when the 1200 Ton Shield door is closed.

WARNING: Do not enter the Collision Hall.

WARNING: EXIT the Building if you feel at risk.

1. SUMMARIZE ACCESS STATUS FROM THE CONTROL ROOM
> Count the Controlled or Supervised Access Keys.
> Be ready to inform the emergency response team of the
>   access and key status.

2. INVESTIGATE THE ALARM <u>REMOTELY</u> FROM THE CONTROL ROOM
> Use the surveillance cameras.
> Use any specific area information from the PPM fire sensor panel.
> Attempt to determine the alarm validity and severity of the incident.

IF THE ALARM IS VALID, THEN;

3. STOP GAS FLOW AND KILL DETECTOR POWER
> **FROM THE CONTROL ROOM**
> Activate the crash buttons for detector power, flammable gas flow,
>   and slow dump of the solenoid.

4. DIAL 3131 TO PROVIDE AN ACCURATE LOCATION OF THE FIRE
> Also **DIAL MAIN CONTROL ROOM, 3721, TO ADVISE OF THE**
>   **COLLISION HALL FIRE EMERGENCY**

5. VERIFY SMOKE EJECTION IS ACTIVE
> If not, activate manually.
> Verify that the recirculation air systems are shut down.
> If not, execute shutdowns manually.

6. COORDINATE WITH THE FIRE DEPARTMENT
> If you are still in the Control Room, send one qualified person to the West
> Entrance Command Post to meet the Fire Department.
> Inform arriving emergency response team of the situation and
>   whether any personnel are known to be injured or in danger.
> Transfer authority for the situation to the emergency response

team and remain at the command post to assist as required.

7. NOTIFY PERSONNEL ON THE CDF NOTIFICATION CALL LIST.

CDF FIRE PROCEDURE F-3
COLLISION HALL <u>when the 1200 Ton Shield door is open.</u>

WARNING: Do not enter the Collision Hall.

WARNING: EXIT the Building if you feel at risk.

1. INVESTIGATE THE ALARM FROM THE CONTROL ROOM

Station one qualified shift person in the hall just outside the
        Control Room to continually re-evaluate the safety of the
        Control Room Command Post.
Evacuate to the West Entrance Command Post if you see or smell smoke.
      Use the surveillance cameras.
      Use any specific area information from the PPM fire sensor panel.
      Attempt to determine the alarm validity and severity of the incident.
      Count the Supervised Access Keys.
      Be ready to inform the emergency response team of the
        access and key status.

<u>**IF THE ALARM IS VALID, THEN;**</u>

3. IMMEDIATELY HAVE ALL PERSONNEL MOVE TO THE WEST

4. TAKE SHUTDOWN ACTIONS AT THE WEST COMMAND POST
      As appropriate for the situation, execute
        - counting room power shutdowns
        - full CDF detector power shutdown
        - flammable gas shutdown
        - solenoid power shutdown

5. DIAL 3131 TO PROVIDE AN ACCURATE LOCATION OF THE FIRE
      Also **DIAL MAIN CONTROL ROOM, 3721, TO ADVISE OF THE**
        COLLISION HALL FIRE EMERGENCY

6. ACTIVATE SMOKE EJECTION.

7. COORDINATE WITH FIRE DEPARTMENT AT THE WEST
  ENTRANCE COMMAND POST
      Inform arriving emergency response team of the situation and
      Transfer authority for the situation to the emergency response
        team and remain at the command post to assist as required.

8. NOTIFY PERSONNEL ON THE CDF NOTIFICATION CALL LIST

3.0   Checklist

No "Procedure Execution Form" is required for this short safety procedure. Instead the CDF Alarm Coordinator should record the steps taken in the CDF SOD logbook in the CDF Control Room.

4.0 Deviations from the Procedure

None are allowed.

5.0   Required Training and Authorized Training Personnel.

There is no prerequisite training for this procedure.

Authorized training personnel are listed below:

> John Elias, ID# 2306
> Rob Plunkett, ID# 8352

Both are qualified by experience in the design / implementation of the CDF Fire Protection systems or by experience in the CDF Internal Safety Committee which designed this procedure.

6.0   Training Materials.

No written materials exist.

A lecture must be given by one of the authorized training personnel.

This lecture must include a tour with stops and instruction at:

1. a manual pull station
2. the West Entrance Command Post
3. The silence switch for the Control Room Local Alarm
4. The equipment used to determine the Zone in Alarm
5. All CDF Counting Room power shutdown breakers
6. The crash button for full CDF Detector power shutdown
7. The crash button for flammable gas shutdown
8. The crash buttons for CDF Solenoid power shutdown
9. The manual switch for activation of smoke ejection
10. The CDF Conduct of Operations Outline indicating the chain of command
11. The CDF Notification Call List in the CDF Control Room
12. The Controlled Access Key box
13. The Supervised Access Key box
14. The CDF Control room surveillance cameras
15. The CDF PPM fire sensor panel
16. The shutdown switch for the recirculating air systems
17. Discussion of self-contained-breathing-apparatus

7.0   List of Trained People for this procedure.

The list of trained people for this procedure should exist in written form in the CDF Department copy and the CDF Control Room copy of this procedure.

The list may eventually reside in a Lab-wide database as well.

8.0   References and Supporting Documentation.

None.